

# PHA Plans

## Streamlined 5-Year/Annual Version

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB No. 2577-0226  
(exp 08/31/2009)

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

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# Streamlined 5-Year Plan for Fiscal Years 2007 - 2011

## Streamlined Annual Plan for Fiscal Year 2007

**NOTE:** This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

## Streamlined Five-Year PHA Plan

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form HUD-50075-SF (04/30/2003)

## Agency Identification

**PHA Name:** Town of Lincoln Housing Authority

**PHA Number:** RI018

**PHA Fiscal Year Beginning: (mm/yyyy)** 10/2007

### PHA Programs Administered:

☒ **Public Housing and Section 8**

☐ **Section 8 Only**

☐ **Public Housing Only**

Number of public housing units:

Number of S8 units:

Number of public housing units:

Number of S8 units:

☐ **PHA Consortia: (check box if submitting a joint PHA Plan and complete table)**

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

### Public Access to Information

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plans and attachments (if any) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

## Streamlined Five-Year PHA Plan

### PHA FISCAL YEARS 2007 - 2011

[24 CFR Part 903.12]

#### **A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☒ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☐ The PHA's mission is: (state mission here)

#### **B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

#### **HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- ☒ PHA Goal: Expand the supply of assisted housing  
Objectives:
- ☒ Apply for additional rental vouchers: *The LHA will apply for additional vouchers should they become available. The Authority is unable to quantify this goal because pending HUD changes in the program may affect the LHA's utilization efforts.*
  - ☒ Reduce public housing vacancies: *The LHA shall continue its efforts to keep its vacancy low. The agency's goal is to maintain high performer status. Turnaround days in 2006 were 11.03 compared to 23.23 in 2005*
  - ☒ Leverage private or other public funds to create additional housing opportunities: *The LHA is investigating opportunities, including alternate funds, for developing affordable housing. The Authority is unable to quantify this goal at this time. However, a long-range goal is to develop up to 48 units of affordable housing in Manville. This will involve seeking several funding sources.*
  - ☒ Acquire or build units or developments *The LHA partnered with a not-for-profit developer to rehabilitate 27 family units of affordable housing. The agency anticipates continuing its involvement with the rehabilitation and development of affordable of housing. Within 3 years, the LHA expects to manage the units and eventually purchase them.*
  - ☒ Other (list below)  
*Over the next 5 year, the LHA will continue seeking ways to partner with other agencies to address affordable housing in its community. The LHA has set up a not-for-profit to develop affordable housing. The not-for-profit is in the organizational stages.*

☒ PHA Goal: Improve the quality of assisted housing

Objectives:

- ☒ Improve public housing management: (PHAS score) *The LHA will address this goal by maintaining its PHAS scores and increasing its SEMAP score to high performer. The agency's PHAS score is presently 96.*
- ☒ Improve voucher management: (SEMAP score) *The LHA will address this goal by increasing its SEMAP score to high performer. The agency has made significant strides in improving its utilization rate.*
- ☒ Increase customer satisfaction: *The LHA will continue its commitment to address the needs and wants of its residents through periodic resident meetings and conducting occasional surveys soliciting resident input and by offering amenities, training programs, and resident services that benefit its resident population. The LHA's goal is to maintain a high RASS score. The agency recently distributed an updated Tenant Handbook and Emergency Preparedness Handbook, and held a training session regarding the publications. Manville Manor recently re-instituted its tenant association. The staff is working at Lincoln Manor to do the same.*
- ☒ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections) *In accordance with its 5-year plan, the LHA has been working to improve management functions and its PHAS/SEMAP scores. As Asset Management and project based accounting progress, management functions will be analyzed and improved.*
- ☒ Renovate or modernize public housing units: *Pending continued availability of CFP funds, the LHA will continue implementing its renovation and modernization program. Traditionally, the LHA modernizes 50 to 70 units per year. However, the Authority is in the process of addressing a recent state requirement to upgrade the fire alarm system. Costs are estimated to run at least \$1.5million. Since the agency does not have the financial resources to do all the work at once, the LHA is completing the work bit by bit using CFP funds. This is certain to have an impact upon other renovations and modernization work. Projections indicate that completion of the alarm work will require use these funds through 2010. Work on 194 units was recently completed. The agency has also applied for a CFFP loan through Fannie Mae. The application is presently being reviewed by HUD. The funds will allow the Authority to replace two roofs at Lincoln Manor. The buildings where the roofs will be replaced house 72 tenants.*
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

☒ PHA Goal: Increase assisted housing choices

Objectives:

- ☒ Provide voucher mobility counseling: *The LHA will continue to implement strategies to expand and maximize local housing choice. With program changes being instituted by HUD and proposed changes, the agency is unable to quantify this goal at this time.*
- ☒ Conduct outreach efforts to potential voucher landlords - *At this time, because of recent changes in state lead laws, fire codes, and impending program changes, the Authority, while*

*continuing in its efforts to recruit landlords, is focusing on landlord retention. There has been talk in Washington that new vouchers may be issued in 2007. If this happens, the LHA will seek additional vouchers and intensify its efforts to seek new landlords.*

- ☐ Increase voucher payment standards
- ☐ Implement voucher homeownership program:
- ☐ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☐ Other: (list below)

### **HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☒ PHA Goal: Provide an improved living environment

Objectives:

- ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: *As part of Asset management, will need to bring in more higher income tenants to offset anticipated HUD funding cuts.*
- ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☐ Implement public housing security improvements:
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

### **HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

- ☒ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☐ Increase the number and percentage of employed persons in assisted families:
- ☐ Provide or attract supportive services to improve assistance recipients' employability:
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities. *The LHA will continue its efforts to seek out and provide supportive services for its residents. The agency has been successful in increasing independence for elderly and will continue in its efforts to do so. The Authority passes information along by means of flyers, newsletters, seminars, meetings, home visits, etc. The Authority also invests in a Resident Service Coordinator, who assists residents as needed, interacting with family members and providing them with referrals and informational tools to strengthen, enhance, and/or maintain residents' independence.*

- ☐ Other: (list below)

### **HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- ☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
- Objectives:
- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - ☐ Other: (list below)

**Other PHA Goals and Objectives: (list below)**

- *Over the next three to four years, because of recent changes in the state fire law, the Lincoln Housing Authority will continue upgrading its fire alarm system. One hundred and ninety-four units have been completed. Twenty-three buildings are completed.*
- *The LHA recently completed a physical needs assessment, which will serve as a guide to physical improvements for the agency for several years to come.*
- *Over the next five years, the LHA intends to construct up to 48 units of affordable housing.*
- *Over the next several years, the Authority will continue its commitment to Asset Management and Project Based Accounting.*
- *The agency is applying to Fannie Mae's Modernization Express Program (which utilizes HUD's CFFP) to replace at least two roofs. The entire process, including construction, is expected to take 1.5 to 2 years.*

## Streamlined Annual PHA Plan

### PHA Fiscal Year 2007

[24 CFR Part 903.12(b)]

### Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

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#### B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

**Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations:**  
**Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-**  
**Year/Annual Plans;**

**Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.**

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

**Form HUD-50070, Certification for a Drug-Free Workplace;**

**Form HUD-50071, Certification of Payments to Influence Federal Transactions;**

**Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.**

## **Executive Summary (optional)**

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

As the Town of Lincoln Housing Authority (LHA) progresses in its conversion to Asset Management, the following observations are offered as positive feedback. From the LHA's conversion efforts to date, it would appear that some HUD recommendations more appropriately apply to large housing authorities, for example, decentralization of staff and maintenance inventory, reassignment of roles, and revised job descriptions. The Lincoln Housing Authority manages 252 units (placing it barely out of the small housing authority category) in three developments all within a 6-mile radius. The Authority does not employ project managers, or maintain a large inventory, or need to reassign staff. So, the above referenced examples of what housing authorities may do to streamline operations do not seem to apply to the LHA.

However, the Authority has spent and is still spending a great deal of time and money to convert. Some HUD materials have been useful, others have not. The LHA staff has participated in training and hired consultants to ease the transition. HUD has yet to finalize regulations, which puts housing authorities in a precarious and confusing position.

Some conversion requirements seem to be overly burdensome for a housing authority of LHA's size. The conversion and project based budgeting will affect other work, staff, staff time, and will strain the LHA's budget. The cost for accounting services will double. The time and cost to track each project will increase substantially.

It is hoped that, as PHAs move into asset management and project budgeting, HUD will provide the needed guidance, support (financial and technical) and will maintain the flexibility needed to assist the PHAs and help ease the way to success in this new venture.

## **1. Statement of Housing Needs** [24 CFR Part 903.12 (b), 903.7(a)]

### **A. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists**

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

<b>Housing Needs of Families on the PHA's Waiting Lists</b>			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	272	100	
Extremely low income	136	50	

Housing Needs of Families on the PHA's Waiting Lists			
<=30% AMI			
Very low income (>30% but <=50% AMI)	79	29	
Low income (>50% but <80% AMI)	57	21	
Families with children	5	2	
Elderly families	200	74	
Families with Disabilities	67	24	
Race/ethnicity Caucasian	266	98	
Race/ethnicity black	5	2	
Race/ethnicity Asian - Pacific Island	1	0	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	21	8	
1BR	217	80	
2 BR	32	12	
3 BR	2	0	
4 BR	NO	NO	NO
5 BR	NO	NO	NO
5+ BR	NO	NO	NO
<p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p><i>NOTE: The family wait list is closed as well as the 2 bdrm list for elderly housing.</i></p> <p>If yes:</p> <p>How long has it been closed (# of months)? <i>Family 49 months, 2 bdrm 4 months</i></p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed?</p> <p><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p>			

Housing Needs of Families on the PHA's Waiting Lists			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	16	100%	
Extremely low income <=30% AMI	12	75%	
Very low income (>30% but <=50% AMI)	4	25%	
Low income (>50% but <80% AMI)	0		
Families with children	16	100%	
Elderly families	0		

Housing Needs of Families on the PHA's Waiting Lists			
Families with Disabilities	0		
Race/ethnicity - Caucasian	7	43%	
Race/ethnicity - black	1	7%	
Race/ethnicity - Hispanic	8	50%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	NO	NO	NO
2 BR	NO	NO	NO
3 BR	NO	NO	NO
4 BR	NO	NO	NO
5 BR	NO	NO	NO
5+ BR	NO	NO	NO
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? <i>48 months</i> Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

## B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line *The LHA is undertaking measures to decrease down time by 3 days.*
- ☒ Reduce turnover time for vacated public housing units *(see above response)*
- ☒ Reduce time to renovate public housing units *The Authority will seek to reduce renovation time by 1 day.*
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☐ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration *(ongoing)*

- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☐ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing *The agency recently partnered with a nonprofit developer to complete renovation of 27 units of affordable housing and is in the formative stages of developing a 48-unit project, which is estimated to take 5+ years. This will involve a great deal of resource leveraging.*
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance. *See above.*
- ☒ Other: (list below)  
*The LHA is continuing its efforts to forge partnerships with non-profit developers and the Town to develop affordable housing in the community. Also, the agency has established a not-for-profit housing development corporation.*

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

### **Need: Specific Family Types: The Elderly**

#### **Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☒ Seek designation of public housing for the elderly *The LHA has a HUD approved designated housing plan and will continue to implement the plan to address this issue.*
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

### **Need: Specific Family Types: Families with Disabilities**

#### **Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☒ Other: (list below)

*As part of its Designated Housing Plan, the Authority is prepared to accommodate in its HCV program those families with disabilities who may be bypassed on the public housing list.*

### **Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

#### **Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs *The LHA will use all reasonable means to address this issue.*
- ☒ Other: (list below)  
*The Authority has established a network of interpreters and translators as a means of expanding bilingual capacity within the agency.*

#### **Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

## Other Housing Needs & Strategies: (list needs and strategies below)

### (2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☐ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

## 2. Statement of Financial Resources

[24 CFR Part 903.12 (b), 903.7 (c)]

List on the following table the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2007 grants)</b>		pha operations
a) Public Housing Operating Fund	458,717	
b) Public Housing Capital Fund	299,057	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	774,390	Section 8 assistance
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
RI43P018501-06	136,837	
EI43P018501-05	3,831	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>3. Public Housing Dwelling Rental Income</b>	1,034,770	pha operations
<b>4. Other income</b> (list below)	10,125	
Excess utilities	20,737	pha operations
Interest Income	20,294	pha operations
<b>4. Non-federal sources</b> (list below)		
<b>Total resources</b>	<b>2,758,768</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.12 (b), 903.7 (b)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☒ When families are within a certain number of being offered a unit: (state number) *10*
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☒ Other: (describe) *The LHA preliminarily determines eligibility upon receipt of pre-applications, then verifies eligibility once the applicant nears the top of the list, completes a full application, and has agreed to enter into lease agreement.*

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☒ Other (describe) *The LHA conducts a verification of rent and occupancy with landlords, and also conducts credit checks.*

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

## **(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list  
☐ Sub-jurisdictional lists  
☐ Site-based waiting lists  
☐ Other (describe) *local preference*

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office  
☐ PHA development site management office  
☐ Other (list below)

c. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to d. *No.*

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time? \_\_\_\_

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? \_\_\_\_

4. ☐ Yes ☐ No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?
2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
  - ☐ PHA main administrative office
  - ☐ All PHA development management offices
  - ☐ Management offices at developments with site-based waiting lists
  - ☐ At the development to which they would like to apply
  - ☐ Other (list below)

### **(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
  - ☐ One
  - ☒ Two
  - ☐ Three or More
- b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

- a. Income targeting:
  - ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:  
In what circumstances will transfers take precedence over new admissions? (list below)
  - ☒ Emergencies
  - ☒ Over-housed
  - ☒ Under-housed

- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection (5))

**Occupancy**

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)  
*Elderly disabled vets (military disability)*

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

- ☒ Date and Time

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence

- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ 2 Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ 1 Other preference(s) (list below)  
*Elderly disabled vets (military disability)*

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

### **(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☒ Other source (list) *The LHA plans to develop a website.*

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

### **(6) Deconcentration and Income Mixing**

a. ☐ Yes ☒ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. ☐ Yes ☒ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is

complete. If yes, list these developments on the following table:

Deconcentration Policy for Covered Developments			
Development Name	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☐ Criminal or drug-related activity only to the extent required by law or regulation  
☒ Criminal and drug-related activity, more extensively than required by law or regulation  
☒ More general screening than criminal and drug-related activity (list factors):  
☐ Other (list below)

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- ☐ Criminal or drug-related activity  
☒ Other (describe below)

*Previous landlord, violence related activities in the last 5 years*

### (2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☒ None  
☐ Federal public housing  
☐ Federal moderate rehabilitation  
☐ Federal project-based certificate program  
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

### **(3) Search Time**

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

*Depending upon funding, the LHA may extend the housing search period based on reasonable accommodations for persons with disabilities and a family's inability to locate a unit*

### **(4) Admissions Preferences**

a. Income targeting

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
☐ Victims of domestic violence  
☐ Substandard housing  
☐ Homelessness  
☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability  
☐ Veterans and veterans' families  
☒ Residents who live and/or work in your jurisdiction  
☐ Those enrolled currently in educational, training, or upward mobility programs  
☐ Households that contribute to meeting income goals (broad range of incomes)  
☐ Households that contribute to meeting income requirements (targeting)  
☐ Those previously enrolled in educational, training, or upward mobility programs  
☐ Victims of reprisals or hate crimes  
☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

☒2 Date and Time

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☒1 Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☒ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

## **(5) Special Purpose Section 8 Assistance Programs**

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☐ The Section 8 Administrative Plan  
☐ Briefing sessions and written materials  
☐ Other (list below)

*None. The LHA does not have any special purpose programs available.*

- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☐ Through published notices  
☐ Other (list below)

*The LHA does not have any special purpose programs available.*

## **4. PHA Rent Determination Policies**

[24 CFR Part 903.12(b), 903.7(d)]

### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

#### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

- a. Use of discretionary policies: (select one of the following two)

- ☒ The PHA will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))  
☐ The PHA employs discretionary policies for determining income-based rent (If selected, continue to question b.)

- b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☐ \$1-\$25  
☒ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% of adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member
- ☐ For increases in earned income
- ☐ Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:
- ☐ Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:
- ☐ For household heads
- ☐ For other family members
- ☐ For transportation expenses
- ☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
- ☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☐ Yes for all developments
- ☐ Yes but only for some developments
- ☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)

- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☒ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- ☐ Other (list below)

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

a. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing
- ☒ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood
- ☐ Other (list/describe below)

**B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

**(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☒ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☐ Rent burdens of assisted families
- ☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
- ☐ \$1-\$25
- ☒ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Capital Improvement Needs**

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

### **A. Capital Fund Activities**

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

## (1) Capital Fund Program

- a. ☒ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b. ☒ Yes ☐ No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).  
*The LHA is presently awaiting HUD approval for its application to the Fannie Mae Modernization Express Program, which uses the HUD CFFP Program.*

## B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 5B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

### (1) Hope VI Revitalization

- a. ☐ Yes ☒ No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)
- b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)  
Development name:  
Development (project) number:  
Status of grant: (select the statement that best describes the current status)  
☐ Revitalization Plan under development  
☐ Revitalization Plan submitted, pending approval  
☐ Revitalization Plan approved  
☐ Activities pursuant to an approved Revitalization Plan underway
- c. ☐ Yes ☒ No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d. ☐ Yes ☒ No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
- e. ☐ Yes ☒ No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list

developments or activities below:

## **6. Demolition and Disposition**

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If “No”, skip to component 7; if “yes”, complete one activity description for each development on the following chart.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

## **7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

- (1) ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

### **(2) Program Description**

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year? \_\_\_\_

b. PHA-established eligibility criteria

☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria below:

c. What actions will the PHA undertake to implement the program this year (list)?

**(3) Capacity of the PHA to Administer a Section 8 Homeownership Program**

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- a. ☐ Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- b. ☐ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c. ☐ Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
- d. ☐ Demonstrating that it has other relevant experience (list experience below).

**8. Civil Rights Certifications**

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

**9. Additional Information**

[24 CFR Part 903.12 (b), 903.7 (r)]

**A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan**

*(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2006 - 2010.*

**Goal: Expand the supply of assisted housing**

**Objective:** Apply for additional rental vouchers

*Progress update:* Since none have been made available, the LHA has not applied for additional vouchers but monitors the availability of funding for vouchers. The LHA has made substantial progress toward fully

utilizing the budget authority for the vouchers it currently has. The staff continues to be faced with and addressing four major challenges to this goal: 1. the HUD cap; 2. the lack of rental units in the area; 3. the lack of affordable rents; 4. impending HUD changes to the program.

*Objective:* Reduce public housing vacancies

*Progress update:* The LHA continually works toward this objective. Increased marketing has produced a waiting list of over 300 prospective applicants. The LHA has significantly reduced turnaround time (from 23.23 days in 2005 to 11.03 days in 2006) and intends to decrease unit turnaround by an additional two days. The LHA faces the challenge of renting efficiencies and studio apartments at Lincoln Manor, as well as leasing up apartments at Manville Manor. The long delays in securing required verifications necessary to qualify applicants present an additional challenge. The staff has reduced the time expended to secure verifications and will continue working to further reduce the time.

*Objective:* Leverage private and other public funds to create additional housing opportunities

*Progress update:* The LHA has been establishing contacts with a number of viable funding sources. The agency staff received training in development of affordable housing and in grant writing, and is scheduled to participate in training in managing and developing property using the Low Income Housing Tax Credit Program. The LHA is moving forward preparing itself for development and has created a non-profit community development corporation for the purpose of developing affordable housing. Also, the LHA, in partnership with a local non-profit housing developer, renovated 27 units of affordable housing in the area. Additionally, the Authority recently secured eight parcels of land on which it intends to build up to seven units of affordable housing within the next two years. Over the next five to seven years, the Authority expects to develop up to 48 units of housing on land that the agency owns.

*Objective:* Acquire or build units or developments

*Progress update:* See above.

*Objective:* Other

*Progress update:* Over the next 5 years the LHA will continue seeking ways to partner with other agencies to address affordable housing in its community. The Authority has established a not-for-profit organization to develop affordable housing, and has acquired from the Town eight parcels of land for development.

## **Goal: Improve the quality of assisted housing**

*Objective:* Improve public housing management (PHAS scores)

*Progress update:* The agency has improved its PHAS scores. The staff constantly strives to enhance its management services and continues in its efforts to maintain its PHAS scores in the High Performer category.

*Objective:* Improve voucher management

*Progress update:* The staff continues to explore new ways to streamline its operations, improve efficiency and effectiveness, and increase voucher participation. Staff turnover has had some effect in achieving this goal. However, the agency's budget authority utilization rate is up and the LHA intends to achieve the level of High Performer at its next assessment.

*Objective:* Increase customer satisfaction

*Progress update:* The agency has increased communications with residents and improved its resident service activities. Home visits and resident meetings are conducted, and referral services are provided to residents and family members. Health, safety, and security seminars are held throughout the year for residents. Newsletter articles covering various topics of interest to the residents are published quarterly.

The staff, newsletter, and fliers encourage residents to become involved in a variety of activities. The Authority has initiated many programs for residents and continues working with residents to develop more programs. Exercise classes and equipment are available, as well as computers and internet service. Fliers and other safety and security materials are distributed periodically. Additionally, the staff conducts an annual resident survey to gauge and improve satisfaction. The goal is to maintain a High Performer rating in RASS.

*Objective:* Concentrate on efforts to improve specific management functions:

*Progress update:* In accordance with its 5-year plan, the LHA has been working with a consultant to improve management functions and its PHAS/SEMAP scores.

*Objective:* Renovate or modernize housing units

*Progress update:* This is an ongoing objective. Next year, more modernization is planned, including a continuing effort in upgrading the fire alarm systems in all units and common areas, as required by new state law. Cost of upgrading the alarm system is projected at more than \$1.5 million. Unless the LHA can find alternate funding sources (which it has been trying desperately to do), much of its Capital Funds will be used to cover the upgrade. This is expected to consume Capital funds through 2010. To date, the alarm system at Lincoln Manor has been completed at a cost of over \$700,000. Additionally, the Authority has applied to the Capital Fund Finance Program through Fannie Mae's Community Lending Group Modernization Express for funds to replace at least two roofs at Lincoln Manor. This will consume approximately thirty percent of CFP funds over the next ten years. To the extent that the LHA can do so, modernization will continue pending the availability of funds.

**Goal: Increase assisted housing choices**

*Objective:* Provide voucher mobility counseling.

*Progress update:* This is an ongoing process that takes place in individual and group sessions.

*Objective:* Provide information to potential voucher landlords.

*Progress update:* This effort is ongoing. Lists of property ads are reviewed. Contacts are made with property owners in an effort to increase participation. Information is made available to area landlords to explain the program and encourage participation. The LHA strives to operate within its budget authority, while maximizing utilization.

**Goal: Provide improved living environment**

*Objective:* Implement public housing security improvements.

*Progress update:* Security cameras and locks have been installed. Some doors and locks have been replaced; more replacements are scheduled.

**Goal: Promote self-sufficiency and asset development of families and individuals**

*Objective:* Provide or attract supportive services to increase independence for the elderly or families with disabilities`

*Progress update:* The LHA constantly strives to increase its network of supportive and referral services. The agency continues to increase its resident service activities and home visits in an ongoing effort to foster and strengthen independence and self sufficiency among its elderly and disabled population.

**Goal: Ensure equal opportunity and affirmatively further fair housing**

*Objective:* Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.

*Progress update:* This is an ongoing effort.

*Objective:* Undertake affirmative measures to provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.

*Progress update:* This is an ongoing effort.

*Objective:* Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

*Progress update (relating to all objectives in this category):* The LHA actively and vigorously pursues and promotes equal opportunity and fair housing in all of its endeavors. Newspaper advertising always includes notices encouraging minorities and persons with disabilities to participate, and the LHA's standard practice is to distribute informational materials to minority organizations and agencies for the disabled.

## **B. Criteria for Substantial Deviations and Significant Amendments**

### **(1) Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

#### **a. Substantial Deviation from the 5-Year Plan**

- The addition of new activities that do not otherwise further the LHA's stated mission or advance the goals described in the 5-Year Plan
- Insufficient budget authority from HUD necessitating the need to terminate program participants.

An exception to this definition will be made for any new activities that are adopted to reflect changes in statute or HUD regulatory requirements. Such changes will not be considered a substantial deviation by the LHA.

#### **b. Significant Amendment or Modification to the Annual Plan**

- Significant changes to rent or admissions policies or organization of the wait list
- Addition of new program initiatives not included in the current plan
- Any changes that the LHA might initiate using the broad authority it has to develop policies and procedures outside of the normal regulatory environment as a public housing agency.

An exception to this definition will be made for any of the above that are adopted to reflect changes in statute or HUD regulatory requirements. Such changes will not be considered significant amendments by the LHA.

Substantial deviations/modifications and significant amendments will be subject to HUD requirements in accordance with 24 CFR 903.13, 15, 17, 21, and 23.

## **C. Other Information**

[24 CFR Part 903.13, 903.15]

### (1) Resident Advisory Board Recommendations

- a. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

If yes, provide the comments below:

- b. In what manner did the PHA address those comments? (select all that apply)

☐ Considered comments, but determined that no changes to the PHA Plan were necessary.

☐ The PHA changed portions of the PHA Plan in response to comments  
List changes below:

☐ Other: (list below)

### (2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

- a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

☒ Yes ☐ No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board:

*Lois Bryant*

Method of Selection: *Candidate is elected by LHA residents and then appointed by the town council.*

☒ Appointment

**The term of appointment is (include the date term expires):**

*The term of the appointment is 5 years and will expire September 20, 2010.*

☒ Election by Residents (if checked, complete next section--Description of Resident Election Process)

### Description of Resident Election Process

Nomination of candidates for place on the ballot: (select all that apply)

☐ Candidates were nominated by resident and assisted family organizations

☒ Candidates could be nominated by any adult recipient of PHA assistance

☒ Self-nomination: Candidates registered with the PHA and requested a place on ballot

☐ Other: (describe)

Eligible candidates: (select one)

☐ Any recipient of PHA assistance

- ☐ Any head of household receiving PHA assistance
- ☒ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

Eligible voters: (select all that apply)

- ☒ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

b. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- ☐ The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- ☐ The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- ☐ Other (explain):

Date of next term expiration of a governing board member: *January 2008*

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position):

*Officials – Town Council; appointing official: Jeremiah T. O’Grady, President*

### **(3) PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

#### **Consolidated Plan jurisdiction: (provide name here)**

*Rhode Island Housing and Mortgage Finance Corporation*

a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply):

- ☒ The PHA has based its statement of needs of families on its waiting list on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

☐ Other: (list below)

b. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The LHA Plan supports the goals identified in the local Consolidate Plan. Like the goals identified in the local plan, LHA is striving to increase the supply of affordable housing and working to maintain its current housing stock.

**(4) (Reserved)**

Use this section to provide any additional information requested by HUD.

**10. Project-Based Voucher Program**

a. ☐ Yes ☒ No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions. *However, the LHA may consider the possibility of a project based voucher program.*

b. ☐ Yes ☐ No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- ☐ Low utilization rate for vouchers due to lack of suitable rental units  
☐ Access to neighborhoods outside of high poverty areas  
☐ Other (describe below:)

c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

**11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans**

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s	5 Year and Annual Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	involvement.	
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
N/A	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
N/A	Any policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
N/A	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
N/A	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public	Annual Plan: Demolition

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	housing.	and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
N/A	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
N/A	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
N/A	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
N/A	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
N/A	Other supporting documents (optional). List individually.	(Specify as needed)

## **12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Town of Lincoln Housing Authority RI018000001		<b>Grant Type and Number</b> Capital Fund Program Grant No: RI43P01850107 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2007
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:1 ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	19,454	18,731		
3	1408 Management Improvements	27,791	26,700		
4	1410 Administration	19,922	19,200		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	23,910	23,000		
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	131,583	126,300		
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	9000 Debt Service	85,136	86,136		
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>307,796</b>	<b>299,067</b>		
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	131,583	126,300		
26	Amount of line 21 Related to Energy Conservation Measures	85,136	85,136		

## **12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> Town of Lincoln Housing Authority RI018000001		<b>Grant Type and Number</b> Capital Fund Program Grant No: RI43P01850107 Replacement Housing Factor Grant No:				<b>Federal FY of Grant:</b> 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Operations	1406	no	19,454	18,731			
PHA Wide	Mgt Improvements: training, resident services, security, software, acct. control system, financial, betterments & additions	1408	no	27,791	26,700			
PHA Wide	Admin: clerk of the works salary	1410	no	19,922	19,200			
PHA Wide	Fees/Costs: A & E, CFP prep., inspect work in progress	1430	no	23,910	23,000			
Manville Manor	Upgrade Fire Alarm	1460	58	131,583	126,300			
Lincoln Manor	Debt Service (roof replacement)	9000	2 (min.)	85,136	85,136			
			<b>TOTAL</b>	<b>307,796</b>	<b>299,067</b>			

### **13. Capital Fund Program Five-Year Action Plan**

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

## Part III: Implementation Schedule

[illegible]

## **12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Town of Lincoln Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: RI43P01850106 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> 2006	
<input type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no: )</b> <input checked="" type="checkbox"/> <b>Performance and Evaluation Report for Period Ending: 3/31/2007</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	19,454		19,454	19,454
3	1408 Management Improvements	27,791		0.00	0.00
4	1410 Administration	19,922		19,922	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	23,910		0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	216,719		216,719	131,583
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>307,796</b>		<b>236,173</b>	<b>151,037</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	192,709			
26	Amount of line 21 Related to Energy Conservation Measures	85,136			

## **12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Town of Lincoln Housing Authority		Grant Type and Number Capital Fund Program Grant No: RI43P01850106 Replacement Housing Factor Grant No:				Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Operations	1406		19,454		19,454	19,454	100%
PHA Wide	Mgt Improvements - (training, resident services, security, software, acct. control system, occupancy, tenant screening, financial, betterments & additions)	1408		27,791		0.00	0.00	planning
PHA Wide	Admin – (clerk of the works salary)	1410		19,922		19,922	0.00	planning
PHA Wide	Fees & Costs – (A & E, ads, consultants, bids, planning, CFP prep, inspect work in progress)	1430		23,910		0.00	0.00	planning
PHA Wide	Dwelling Structures – (upgrade fire alarm system per new state law)	1460		216,719		216,719	131,583	61%
			<b>TOTAL</b>	<b>307,796</b>		<b>236,173</b>	<b>151,037</b>	<b>32%</b>

\_\_\_\_\_  
LHA Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
HUD Authorized Signature

\_\_\_\_\_  
Date

## **12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

[illegible]

## **12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Town of Lincoln Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: RI43P01850105 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2005
<input type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no: )</b> <input checked="" type="checkbox"/> <b>Performance and Evaluation Report for Period Ending: 3/31/07</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	21,994		21,994	21,994
3	1408 Management Improvements	31,420		21,205.46	21,205.46
4	1410 Administration	22,524		22,524	14,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	27,097		23,350.57	23,350.57
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	215,633		215,633	215,633
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	2,150		2,150	2,150
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>320,818</b>		<b>306,857.03</b>	<b>298,333.03</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	217,783			
26	Amount of line 21 Related to Energy Conservation Measures				

## **12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Town of Lincoln Housing Authority		Grant Type and Number Capital Fund Program Grant No: RI43P01850105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Operations	1406		21,994		21,994	21,994	100%
PHA Wide	Mgt Improvements - (training, resident services, security, software, acct. control system, occupancy, FBI/credit checks, financial, betterments & additions)	1408		31,420		21,205.46	21,205.	67%
PHA Wide	Admin – (clerk of the works salary)	1410		22,524		22,524	14,000	62%
PHA Wide	Fees & Costs – (A & E, ads, consultants, bids, planning, CFP prep, inspect work in progress)	1430		27,097		23,350.57	23,350.57	86%
PHA Wide	Dwelling Structures – (upgrade fire alarm system per new state law)	1460	35	215,633		215,633	215,633	100%
18-3	Comm Room & Office renovations	1470	1	2,150		2,150	2,150	100%
			<b>TOTAL</b>	<b>320,818</b>		<b>306,857.03</b>	<b>298,333.03</b>	<b>93%</b>

\_\_\_\_\_  
LHA Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
HUD Authorized Signature

\_\_\_\_\_  
Date

## **12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

[illegible]

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Town of Lincoln Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: Capital Fund Borrowing Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> Capital Fund Borrowing	
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no: )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending: 3/31/2007</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	59,094			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	500,196			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service	50,488			
20	1502 Contingency	46,605			
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>654,383</b>			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name:		Grant Type and Number				Federal FY of Grant:		
Town of Lincoln Housing Authority		Capital Fund Program Grant No: Capital Fund Borrowing				Capital Fund Borrowing		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	Replace roofs at S/T and U/V buildings			Original	Revised	Funds Obligated	Funds Expended	
	<b><u>Fees and Costs</u></b>							
PHA Wide	CFFP Fees	1430		27,344				
RI018000001	A&E, ads, consultants, bids, planning, CFP prep, inspect work in progress	1430		29,250				
RI018000001	Roof drain inspection	1430		2,500				
	Subtotal 1430			59,094				
	<b><u>Dwelling Structures</u></b>							
RI018000001	Roof - General conditions	1460		40,998				
RI018000001	Roof assembly	1460	17,800 sf	365,790				
RI018000001	Misc. costs (sealants, pointing, roof hatches, stainless steel, ladders, painting, etc.)	1460		23,362				
RI018000001	Hazardous materials abatement	1460	1,480 lf	13,320				
				2,500				
RI018000001	Overhead & profit	1460		56,726				
	Subtotal 1460			500,196				
	<b><u>Contingency</u></b>							
PHA Wide	Contingency	1502		44,605				
	Subtotal 1502			44,605				
	<b><u>Collateralization or Debt Service</u></b>							
PHA Wide	Reserve Deposit	1501		42,182				
PHA Wide	Capitalized Interest	1501		8,306				
	Subtotal 1501			50,488				
	GRAND TOTAL			654,383				

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LHA Authorized Signature

\_\_\_\_\_  
Date

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HUD Authorized Signature

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Date

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

[illegible]

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name Town of Lincoln Housing Authority		RI018000001		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2011 PHA FY: 2011
	Annual Statement				
PHA Wide		83,931	83,931	83,931	83,931
RI018000001		215,136	215,136	215,136	215,136
CFP Funds Listed for 5-year planning		299,067	299,067	299,067	299,067
Replacement Housing Factor Funds					

### Capital Fund Program Five-Year Action Plan

#### Part II: Supporting Pages—Work Activities

RI018000001

Activities for Year 1	Activities for Year : <u>4</u> FFY Grant: 2010 PHA FY: 2010			Activities for Year: <u>5</u> FFY Grant: 2011 PHA FY: 2011		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See</b>	PHA wide	Operations	8,750	PHA wide	Operations	8,750
<b>Annual</b>	PHA wide	Management improve.	35,181	PHA wide	Management improve.	35,181
<b>Statement</b>	PHA wide	Administration – salaries	18,000	PHA wide	Administration – salaries	18,000
	PHA wide	A & E	14,000	PHA wide	A & E	14,000
	PHA wide	Non-dwelling equip	500	PHA wide	Non-dwelling equip	500
	Manville	Fire Alarm Upgrade	130,000	Manville	Fire Alarm Upgrade	130,000
	Lincoln	Debt Service (ST & UV roofs)	85,136	Lincoln	Debt Service (ST & UV roofs)	85,136
Total CFP Estimated Cost			<b>\$299,067</b>			<b>\$299,067</b>

<b>Capital Fund Program Five-Year Action Plan</b> <b>Part II: Supporting Pages—Work Activities</b>					
Activities for Year: <u>2</u> FFY Grant: 2008 PHA FY: 2008			RI018000001 Activities for Year: <u>3</u> FFY Grant: 2009 PHA FY: 2009		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PHA wide	Operations	8,750	PHA wide	Operations	8,750
PHA wide	Management improve.	35,181	PHA wide	Management improve.	35,181
PHA wide	Administration – salaries	18,000	PHA wide	Administration – salaries	18,000
PHA wide	A & E	14,000	PHA wide	A & E	14,000
PHA wide	Non-dwelling equip	500	PHA wide	Non-dwelling equip	500
Manville	Fire alarm upgrade	130,000	Manville	Fire alarm upgrade	130,000
Lincoln	Debt Service (ST & UV roofs)	85,136	Lincoln	Debt Service (ST & UV roofs)	85,136
Total CFP Estimated Cost		<b>\$299,067</b>			<b>\$299,067</b>